COMPLETE APPLICABLE			
SECTION ON REVERSE		MA SURETY	
Section			
Public Official 1	Phone#	E-Mail	indi v iddal
Fidelity	1110110#	I HAII	Partnership
			F 🗖

Form 10

Corporation

APPLICATION FOR BOND—ANY KIND

Limited Liability Company Limited Liability Partnership

Applicant (For partnership, give full names of partners and trade names) Please print or type					rity #	Date of Birth	Married Single
Residence Address	(Street and Number)	(City)	(State) (Zi	p) (Telephon	e #)	(Fax #) (E	mail Address)
Business Address	(Street and Number)	(City)	(State) (Zi	p) (Telephon	e #)	(Fax #) (E	mail Address)
Occupation or busines	38	How long so engaged?	Previous Surety	🗌 Yes 🗌 No	D If yes, give	e name and reason f	for change.
Type of Bond			Amount of B	ond	Effective	Date	
Complete name and a	ddress of Obligee						
	FINANCIAL	STATEMENT as of					

Check applicable section on the reverse side to see whether a financial statement is necessary.

Check one:	Business Financial Statement	Personal Financial Statement

ASSETS	LIABILITIES				
Cash (List Banks)	Accounts Payable				
	Taxes due & accrued				
Stocks + Bonds — Describe	Notes Payable to Bank				
	Notes Payable to Others (Describe)				
Notes Receivable — Describe	Mortgage on Real Estate A				
Merchandise or Material in Stock	Mortgage on Real Estate B				
Accounts Receivable	Other Liabilities — Describe				
Real Estate, Homestead A					
Real Estate, Investment B	TOTAL LIABILITIES				
Furniture and Fixtures	Capital Stock (Paid in)				
Other Assets - Describe	NET WORTH OR SURPLUS				
TOTAL ASSETS	TOTAL Liabilities and Net Worth				
Gross Sales - Two Years Ago Last Year	Net Income - Two Years Ago Last Year				

INDEMNITY

The undersigned applicant and indemnitors hereby request Western Surety Company, Universal Surety of America, Surety Bonding Company of America and any affiliated company, their successors or assigns (with such
company/companies referred to herein as the "Company") to become their surety. The undersigned hereby certify the truth of all statements in the application, authorize the Company to verify this information at the time of
application and as needed, on an ongoing basis and to obtain additional information from any source, including obtaining credit reports at the time of application, in any review or renewal, at the time of any potential or actual
claim, or for any other legitimate purposes as determined by the Company in its reasonable discretion, and jointly and severally agree:
(1) To nay premiums including renewal premiums and any other charges to the Company or its agents when due

- (2)
- (3) (4) (5)

(6) (7)

(8)

(9)

n, or for any other legitimate purposes as determined by the Company in its reasonable discretion, and jointly and severally agree: To pay premiums, including renewal premiums and any other charges, to the Company or its agents, when due. To completely INDEMNIFY the Company from and against any liability, loss, costs, dattorneys' fees and expenses whatsoever which the Company shall at any time sustain as surety or by reason of having been surety on this bond or any other bond issued for any applicant and or indemnitor, or for the enforcement of this agreement, or in obtaining a release or evidence of termination under such bonds, regardless of whether such liability, loss, costs, damages, attorneys' fees and expenses are caused, or alleged to be caused, by the negligence of the Company, To furnish the Company for any reason whatsoever, to deposit current funds with the Company in an amount sufficient to satisfy any claim against the Company breason of such suretyship, That the Company, shall be prima facie evidence of the fact and extent of the liability of the undersigned to the Company, That the Company shall, without notice, have the right to alter the penalty, terms and conditions of any bond indumy cause or animed any bond, nor any claim don without cause and without any liability which might arise therefrom. That the Company shall, without notice, have the right to alter the penalty, terms and conditions of any bond for any reason, this agreement will still be binding on each and every other pary That if a contract or performance bond is issued hereunder, the undersigned hereby assign to the company any monies now due or hereafter becoming due under the contract, including all deferred payments and the State of South Bakots and the United States District Court for the bisfict of South Dakots and the undersigned applicant and indemnitors consent to the jurisdiction of the courts of the State of South Dakots and the undersigned, or any one or more parties so designated, upon written notice sent r (10)(11)

Referee, Receiver, etc. . . . 4

Lost Securities 7

6

Agency Insurance Masters, Inc.	Signature & Business/Corporate Title
Solution Solution Phone 410.971.5869 Phone 410.971.5869 Fax 410 510 1330 Fax 510 510 1330 Fax 510	"Indemnitor"
Ellicott City, MD 21043 MTBERMAN@msn.com	"Indemnitor"
City State Zip	"Indemnitor"
Agent's Code $1 9 - 1 6 8 4 0$	Note: Personal indemnitors should sign their names before the word "indemnitor" in their own handwriting, e.g.

AGENT'S RECOMMENDATION

Your recommendation will be helpful and may be the difference between getting a refusal or having the bond written. Tell us what you know and think of the applicant.

IMPORTANT NOTICE Please discuss with the principal the potential use of personal credit history to facilitate the underwriting review process.

	DUDIIC			_			
1	PUBLIC OFFICIAL BOND	Net Worth: \$	Elected Appointed	Date:	Term of C	Office:	Premium will be paid:
▲	NO FINANCIAL STATEMENT NECESSARY. HAVE PRINCIPAL SIGN APPLICATION IF \$75,000	Title of Position		Main Sources of	f Organization's F	unding	
	OR MORE.	Purpose or Function of Organ	ization	I			
2	FIDELITY BOND NO FINANCIAL STATEMENT		Will applicant sign		ature required? [Yes No	Regular audits? Yes No By whom?
	NECESSARY.	Are bank accounts reconciled or withdraw from the account		prized to deposit	Ever discharged	from any employn	nent?
		Last position held? Reason for leaving?				How long in pre position?	sent Applicant's net worth: \$
		Name of deceased (Ward)		Date of death		ppointment (If over please explain dela	
3	PROBATE BOND NO FINANCIAL STATEMENT	Name and address of attorney	(If none, do not write	the bond; submit it	to our underwrite	rs.)	Telephone #
•	NO FINANCIAL STATEMENT NECESSARY. HAVE PRINCIPAL SIGN THIS APPLICATION.	Will the attorney remain invo duration of this estate? \Box Y		Assets of estate or	trust (describe)		
		Name, age, and health status minor(s) incompetent			Applicant's relation deceased ward(s)	-	Applicant's net worth: \$
		Are guardianship funds to be Yes No Approxim (Please send copy of court or of	nately how much per ler authorizing monthl	month?	What is the s do not execu	source of the guard the the bond; instea	dianship funds? (If an insurance settlement, ad refer it to an underwriter.)
		Who are the heirs of this estat					Has anyone objected to the applicant's appointment as fiduciary?
		Will any going business (exclu by fiduciary? (If yes, send a c			Is this bond rec	•	and of an interested person?
		Name and address of court:					
		What is the applicant's experi	ence in handling fiduc	iary responsibilities?			
Λ	 □ REFEREE'S □ RECEIVER'S □ TRUSTEE'S 	Plaintiff		Name and address of	f principal's attor	ney	
4	BOND	Defendent		Name and Institution	-f Court		
	NECESSARY. HAVE PRINCIPAL SIGN THIS APPLICATION.	Defendant		Name and location of	or Court		Applicant's net worth: \$
5	COURT BOND OTHER THAN	Name and location of Court				Name of Defenda	ant
J	3 AND 4 FINANCIAL STATEMENT	Name and address of attorney				anticipate a forec	or Restraining Order bond, does applicant losure or collection action against him? If so, submit for underwriting.
	NECESSARY. HAVE PRINCIPAL SIGN THIS APPLICATION.	Explain purpose of bond (sub	mit copy of relevant d	ocuments)			It so, submit for underwriting.
6	LICENSE AND PERMIT BOND	Net worth:	General liability insu	urance carried?	Yes 🗆 No S	State license numb	er assigned to applicant, if applicable:
0	FINANCIAL STATEMENT NECESSARY WHERE STATE IS THE OBLIGEE.	\$	(Give limits)		ħ	ŧ	
	HAVE PRINCIPAL SIGN THIS APPLICATION.	Serial Number and description form it was on.)	n (Please submit a cop	y or sample of the	Date of		able to applicant only? \Box Yes \Box No ot, who is it payable to?
7	CERTIFICATE OF TITLE BOND	Are securities endorsed?	Describe manner of los	35	I	Has no When?	tice of loss been given? Yes No To Whom?
	FINANCIAL STATEMENT NECESSARY. HAVE PRINCIPAL SIGN	If registered, in whose name?	If a check, has pa □Yes □No If se	nyment been stopped: o, when?		l of trust or note, l	as either been involved in a lawsuit? dgment obtained?
	THIS APPLICATION.	Vehicle Make	Vehicle Mo	odel	N	Vehicle Year	Vehicle VIN
		SIOUX FALLS	S OFFICE:			TV	DALLAS OFFICE:
		P.O. Box Sioux Falls, South Da	5077		SURE		P.O. Box 655908 Dallas, Texas 75265-5908
		1-800-331-6053 FA www.cnasur	X 1-605-335-0357 etv.com	7		1-800-3	31-6053 FAX 1-972-980-1115 www.cnasurety.com

Guidelines for Completing and Signing a Form 10 Application For Bond—Any Kind and Form 10-E—Easy Application

leity		/ (4					Individual
foree, Receiver, etc	For	m 10					Partnership Corporation
urt	ATION FOR				Limi	ted List	oility Company
st Securities	ATION FOR	RROM	ID—AN	Y KIND			ity Partnership
pplicant (For partnership, give full names of partners and trade n	names) Please print or typ	e		Social Sec		.ge	Married Single
esidence Address							
(Street and Number)	(City)		(State)	(Zip)	(Telephone #)	
usiness Address							
(Street and Number)	(City)		(State)	(Zip)			
occupation or business	How long so enga	iged? F	revious Suret	y 🗌 Yes 🗌 N	lo If yes, give nar	ne and rea	ison for change.
ype of Bond			Amount of	Bond	Effective Dat	e	
complete name and address of Obligee							
FINANCIAL S Check applicable section			A				
Check applicable section Check one: Busin							
ASSETS	iess Fillariellar Stater	nen	Feis		BILITIES		
Cash (List Banks)		4	s Pavable		BILITIES		
asii (Lisi Daiks)			is Payable ue & accrue			-	
tocks + Bonds - Describe			ue & accrue ayable to Ba			-	
ioens : Douids = Describe					.)	-	
lotes Receivable - Describe				state		A	
Aerchandise or Material in Stock							
accounts Receivable				Describe			
teal Estate, Homestead A			aonaeo				
teal Estate, Investment B		TOTAL	LIABILITI	ES			
urniture and Fixtures			Stock (Paid				
Other Assets - Describe				URPLUS			
OTAL ASSETS				nd Net Worth			
Gross Sales - Two Years Ago Last Y	ear	Net Inco	me - Two Y	ears Ago	La	st Year	
w undersigned applicant and indemnitors hereby request Western Surety Com-	party or any affiliated compa-						
u underlaged apprices and inderstration theory argues Yearnes Steeps Constructions and an anomation of the section of the s	it is pool faith. An iternized the Company, and output the iteration teel or amend any bood with terms and conditions of any good hereby assign to the C vised on the commet. In all respects by the laws of rist of South Dakena in all act consister upon write	information and purposes as dete- purposes as dete- des and expens arrowness, or to the medigenere ability on this by the experiment of in an ancount sul- f statement of in an arrowness of the ompany any me the State of Soc issues or proceed well this	I to obtain addition remnined by the Cor- es whatsoever who is obtaining a role is obtaining a role of the Company, ord or any other by ficient to satisfy a sss and expense is thout any liability undersigned, and niles now due or th Daloota and the ings atisling from a	al information free protection in the reasonal and one contrasting of the protection of the reasonal sector of instead for applica ty claim against the 4 current by the Comp which mright arise the this agreement shall which mright arise the this agreement shall which mright arise the this agreement shall be applicated applicate or tradition to the inde- stead of the the the day of	company of reason of irry, sween to by an of apply to any such alter and indemnisors com- multy agreement.	ly and sive in as surrety such surrety floer of the od bond, including is sent to the j	rally agree: y or by reason of havin gorthus of "hurdar user liftp, Company, shall be prim all deferred payments an arrisdiction of the courts of "Indemnitoo
I have been been been been been been been be	it is pool faith. An iternized the Company, and output the iteration teel or amend any bood with terms and conditions of any good hereby assign to the C vised on the commet. In all respects by the laws of rist of South Dakena in all act consister upon write	d statement of la nut cause and wi bond issued for ompany any mo the State of Sou issts or proceed	t to obtain addition remined by the Co- es whatsoever will obtaining a robot of her Company, of her Company, the company of her ficient to satisfy a ssi and experse theor any tibelity- undersigned, and miss now due or high Daloota and the ings arising from a	victorial against the Comp- solution might arise the this agreement shall - bereafter becoming d undersigned applicat er relating to this indo	company of reason of irry, sween to by an of apply to any such alter and indemnisors com- multy agreement.	ly and sive in as suret is bounder or such surety filter of the od boud, including is sent to the j	rip, Company, shall be print all deferred payments an urindiction of the courts of "Indemnikos
That the Concepts, that have be easily to handle or stoke are point or the interview of the first and ensure of the initial system of the stoke o	it is pool faith. An iternized the Company, and output the iteration teel or amend any bood with terms and conditions of any good hereby assign to the C vised on the commet. In all respects by the laws of rist of South Dakena in all act consister upon write	d statement of la nut cause and wi bond issued for ompany any mo the State of Sou issts or proceed	i é obtain additio reminéd by the Co- obtailang a role of the Company. I the Company of the Company of the Company of the Company ficient to satisfy a sist and experte it sist and experte it bottom any liability undersigned, and miss now due or the Datom and the Da	victorial against the Comp- solution might arise the this agreement shall - bereafter becoming d undersigned applicat er relating to this indo	company of reason of irry, sween to by an of apply to any such alter and indemnisors com- multy agreement.	ly and sive in as suret is bounder or such surety: ficer of the od bond, including is sent to the j	Company, shall be prim all deferred payments an unindiction of the courte o "Indemnitos "Indemnitos
The for comparing shall have be right bundle or near best by shall have be ready to bundle or near best by the shall be ready to bundle or near best by the shall be ready to bundle or near best by the shall be ready to bundle or near bundle	it is pool faith. An iternized the Company, and output the internized the Company, and conditions of any gread hereby assign to the C vised on the commet. In all respects by the laws of rist of South Dakena in all act comitor upon write	d statement of la nut cause and wi bond issued for ompany any mo the State of Sou issts or proceed	i é obian additio ministel by the Company, of the Company, and Company, and Company, the Company, and Company, the Company, and	victorial against the Comp- solution might arise the this agreement shall - bereafter becoming d undersigned applicat er relating to this indo	company of reason of irry, sween to by an of apply to any such alter and indemnisors com- multy agreement.	ly and sive in as suret, is bounder re- such surety- ficer of the od bend, including sent to the j	rip, Company, shall be print all deferred payments an urindiction of the courts of "Indemnikos
The for comparing shall have be right bundle or near best by shall have be ready to bundle or near best by the shall be ready to bundle or near best by the shall be ready to bundle or near best by the shall be ready to bundle or near bundle	it is pool faith. Not leave it is be Company. to Company. the Company. the Company. there is an example on the Company. there is an example on the Company. I and the Company is and the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of	d statement of la nut cause and wi bond issued for ompany any mo the State of Sou issts or proceed	tie obian additio minisch by the Company, on of the Company, and of the Company of the Company, and of the Company, of the Company, and of the Company, of the Company, and the Company, and Company is the Company, and the Company, and the Company, and the Company, and the Company, and the Company, and the Company, and the Company, and the Company, and the Compan	victorial against the Comp- solution might arise the this agreement shall - bereafter becoming d undersigned applicat er relating to this indo	company of reason of irry, sween to by an of apply to any such alter and indemnisors com- multy agreement.	ly and severed in an swarety in an swarety is boundary we such surrety: filter of the of bond, including .	Company, shall be prim all deferred payments an unindiction of the courte o "Indemnitos "Indemnitos
The former of the second	it is pool faith. Not leave it is be Company. to Company. the Company. the Company. there is an example on the Company. there is an example on the Company. I and the Company is and the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of the Company is an example of the the Company is an example of	d statement of la nut cause and wi bond issued for ompany any mo the State of Sou issts or proceed	i é obian additio riminel by the Company, or extra destruction and a second of the Company, and of any offett of the company, and offett is and expense is shown and expense is those any indersigned, and undersigned, and undersigned, and inter some due or the Datest and the Datest and the Datest and the Datest and the Datest and the Datest and the Datest and the Datest and the Source of the second secon	victorial against the Comp- solution might arise the this agreement shall - bereafter becoming d undersigned applicat er relating to this indo	company of reason of irry, sween to by an of apply to any such alter and indemnisors com- multy agreement.	ly and sive in as suret, is bounder or such surety, filter of the od bond, including is sent to the j	Company, shall be prim all deferred payments an unindiction of the courte o "Indemnitos "Indemnitos
By the former of the set of	li li pod fin. A tenero di vico di vic	the structure of the st	In the total output of the total of	y carried by the Comp which might arise that into agreement within serventner becoming d undergreed agreed of the day of	company of reason to by an of ore provided the contrast, and the contrast of the contrast, and indertained the contrast, mail company of the contrast, mail	den surey, ficer of the od bend, including : sent to the j	Corport, shall be print all deferred payments an arrindiction of the courts of "Indermittoo "Indermittoo "Indermittoo
Department of the second	li li pod fin. A tenero di vico di vic	the structure of the st	In the total output of the total of	y carried by the Comp which might arise that into agreement within serventner becoming d undergreed agreed of the day of	company of reason to by an of ore provided the contrast, and the contrast of the contrast, and indertained the contrast, mail company of the contrast, mail	den surey, ficer of the od bend, including : sent to the j	Corport, shall be print all deferred payments an arrindiction of the courts of "Indermittoo "Indermittoo "Indermittoo
Department of the second	it is pool form. An itempool with a second s	bed inserved of the server of	here and experse is those any liability underrigned, and underrigned, and then now due or here now due or here now due to the liability from e	y carried by the Comp which might arise that into agreement within serventner becoming d undergreed agreed of the day of	company of reason to by an of ore provided the contrast, and the contrast of the contrast, and indertained the contrast, mail company of the contrast, mail	den surey, ficer of the od bend, including : sent to the j	Corport, shall be prin all deferred payments at an indiction of the courts of "Indermitton "Indermitton "Indermitton

HELPFUL HINTS

- a) INDIVIDUAL OR SOLE PROPRIETORSHIP—The individual or sole owner and spouse should sign Section Two ② before the word "Indemnitor". When providing financial statements, separate business and personal statements are preferable.
- b) PARTNERSHIP—Each partner and his or her spouse should sign Section Two ② before the word "Indemnitor". If additional personal indemnity is required, the individual may sign their name and write the word "Indemnitor" after their name in their own handwriting. When providing financial statements, send a financial statement for the partnership along with personal statements for each partner.
- c) CORPORATION—An officer should first sign Section Two ② on behalf of the corporation (indicating his/her corporate title) and then sign a second time as a personal indemnitor, before the word "Indemnitor". All other owners should also sign as personal indemnitors before the word "Indemnitor" on each line. *In most cases, the owners' spouses also need to sign. If additional personal indemnity is required, the individual may sign their name and write the word "Indemnitor" after their name in their own handwriting. When providing financial information, supply a corporate financial statement along with individual financial statements and current addresses for the owners.
- d) LIMITED LIABILITY COMPANY (LLC) OR PARTNERSHIP (LLP)—An authorized manager, member, or partner should first sign on behalf of the Limited Liability Company or Partnership (indicating his/her company/partnership title) and then sign a second time as a personal indemnitor, before the word "Indemnitor". All other members/owners/partners should also sign as personal indemnitors before the word "Indemnitor" on each line. In most cases the members/owners/partners' spouses also need to sign. If additional personal indemnity is required, the individual may sign their name and write the word "Indemnitor" after their name in their own handwriting.
- e) OUTSIDE INDEMNITY (Relatives, Friends, etc.)—When outside indemnity is required, the proposed indemnitors should sign Section Two ② below the applicants' signature(s) and before the word "Indemnitor". If additional personal indemnity is required, the individual may sign their name and write the word "Indemnitor" after their name in their own handwriting. The outside indemnitors should provide their personal financial statements and current addresses.

We have examples showing five ways to sign an application.

a) INDIVIDUAL OR SOLE PROPRIETORSHIP Complete Section One **O** in the Individual's name showing the business trade name, if there is one, e.g. John Doe DBA Doe Company.

	4 m	_ day of			, 2003 _
	5	Signature & Bu	siness/Corporate Tit		ut 1
			John	Nr.	"Indemnitor"
NOTE	1.1.1	1 111	Jane	Hoe	"Indemnitor
NUTE: Persona	d indemnitors	should sign th	eir names before the	word "inde	emnitor".
cating the b Company.	ection On usiness tr	ade name,	the full name e.g. John Doe a	nd Jame	es Doe DBA D
Signed this.	4th	_ day of	Septembe	w	, 2003 _
	5	Signature & Bu	siness/Corporate Tit	™Dr	"Indemnitor'
			James	Doe	"Indemnitor
			Jane	Doe	"Indemnitor
		An	n Dee Inde	emitor	1
NOTE: Persona	l indemnitors	should sign th	eir names before the	word "inde	emnitor".
~~~~~					
CORPORAT Complete S Doe Corpora	ection On	e 🛈 using	the name of th	e corpo	ration only, e
Signed this.	4th	dayf	Septembe	~	, <u>2003</u>
0	J.	the Dre.	President		-
	S	Signature & Bu	siness/Corporate Tit	"n	"Indemnitor
			James	Õ.	"Indemnitor
			*	Doe	"Indemnitor
		* A.	TI	· · ].	/
NOTE: Poreona	lindomnitore	ehould sign th	eir names before the		mnitor"
* In some cases				word ma	
			Y (LLC) OR PA		
Complete Se	ection One	🛈 in the n	ame of the limi	ted liabi	lity company
partnership		-	ny, LLC or Doe	-	ny, LLP.
Signed this.	-4m	_ day of	_Septembe	v/	, <b>_2</b> 003
	John L	ol, Man			
		Signature & Bu	siness/Corporate Tit	"Dr	"Indemnitor
			James	Ooe	"Indemnitor
			* ~	X	
			" Jane	Doe	"Indemnitor
		* An	n Der Tude	Doe	"Indemnitor
NOTE: Persona	lindemnitors	* An	n Doe, Inde	emnitor	/
			eir names before the	word "inde	emnitor".
* In some cases	the members	/owners'/partne	eir names before the	word "inde	emnitor".
* In some cases OUTSIDE I Complete Se	the members	′owners'/partne ГҮ (Relativ	eir names before the	word "inde need to sig	emnitor". n.
* In some cases OUTSIDE I Complete Se above.	the members NDEMNI ection One	′owners'/partne ΓΥ (Relative Φ in the a	eir names before the rs' spouses may also es, Friends, etc.	word "inde need to sig	emnitor". n.
* In some cases OUTSIDE I Complete Se above.	the members NDEMNI' ection One 44th	/owners'/partne ГҮ (Relativ. D in the a _ day of	eir names before the rs' spouses may also es, Friends, etc. pplicant's name	word "inde need to sig ) followin	/ mnitor". n. ng (a), (b) or (d
* In some cases OUTSIDE I Complete Se above.	the members NDEMNI' ection One 44th	/owners'/partne ГҮ (Relativ. D in the a _ day of	eir names before the rs' spouses may also es, Friends, etc. pplicant's name Septimbe	word "inde need to sig ) followin	/
* In some cases OUTSIDE I	the members NDEMNI' ection One 44th	/owners'/partne ГҮ (Relativ. D in the a _ day of	eir names before the rs' spouses may also es, Friends, etc. pplicant's name Septimbe	word "inde need to sig ) followin	n. ng (a), (b) or (d , <b>2003</b> "Indemnitor
* In some cases OUTSIDE I Complete Se above.	the members NDEMNI' ection One 44th	/owners'/partne ГҮ (Relativ. D in the a _ day of	eir names before the rs' spouses may also es, Friends, etc. pplicant's name Septimbe siness/Corporate Tit	word "inde need to sig ) followin	/

NOTE: Financial statements may be submitted on the FORM 10 APPLICATION or on CNA Surety's Form #60—Financial Statement. Copies of Bank or Accountant prepared financial statements are also acceptable. Form 1509-10-2004

# **CNA** SURETY

## **Cancellation Guidelines**

To assist in understanding the numerous and diverse rules for bond cancellations, we have developed the following guidelines. There are many exceptions to the rules, so please contact your underwriting office with any specific questions.

- 1. First year premiums are usually considered fully earned.
- 2. Bonds that renew with a renewal bond or continuation certificate (in other words they're not continuous in nature) are cancellable upon the return of the original bond, renewal bond or continuation certificate. In the absence of the original renewal document, send written verification from the obligee (state, county, city, etc.) that the bond was not filed or used.
- 3. Many continuous bonds contain a cancellation clause which allows us to send notice of cancellation or nonrenewal to the obligee. Our notice must comply with the terms of the cancellation clause and conform to any applicable state laws. You can normally determine if there is a cancellation clause by reading the bond form.
- 4. Some continuous bonds **do not** contain a cancellation clause, so the only way we can cancel them is upon receipt of a letter of release from the obligee. The obligee's letter should state the principal's name, bond number, and the date our liability is considered terminated.
- 5. Probate Bonds usually require a court order to terminate our liability. Send us a copy of the Final Order of Discharge to cancel this type of bond.
- 6. Public Official Bonds written to coincide with a term of office require a signed letter of release from an official of the jurisdiction. That official must have the proper authority to release the bond.
- 7. Many state laws have been enacted in recent years which restrict us from effecting cancellation or nonrenewal except under specified circumstances. Providing us with a reason for cancellation is helpful for determining if we are allowed by law to do so.

Please contact your underwriting office if you would like to have any of these rules explained in more detail or if you have a question about how the above rules affect a specific bond.

P.O. Box 5077 Sioux Falls, SD 57117-5077 1-800-331-6053 Fax 1-605-335-0357 P.O. Box 655908 Dallas, TX 75265-5908 1-800-331-6053 Fax 1-972-980-1115